DADLISENT NO. 26

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[] ELCLOSSIA.

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ELVE BEVILLY DATE: 200

CURE HR 70-2

DAYE S 0500 REVIEWER: 02045

MEMCRANDUM FCR: Deputy Director (Support)

SUMECT

: Language Development Program

1. On 4 February 1860 the Agency's Language Development Program will have its third anniversory. As a result of this program, large numbers of Agency employees have been encouraged to increase and maintain competencies in fereign languages. Many have done so in courses given during official duty hours. Even greater numbers have participated in voluntary off-duty training. For example, during the last fiscal year:

130 employees completed full-time on-duty language courses.

480 employees completed part-time on-duty language courses.

704 employees completed off-daty language courses at 15:00 dequarters.

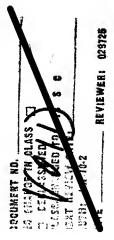
698 employees engaged in call-duty language exerces over seas.

13% of the employees taking kinguage training in the U_* %, were serving with DD/8 components.

- 2. I believe we can all be pleased with the widespread interest the Language Development Program has generated in fereign language study and with the impressive number of employees engaged in such study. At the same time, however, we must constantly re-examina this program to ensure that the mainstream of effort is responsive to changing Agency requirements. Specifically, I am concerned at the moment by:
 - a. The relatively small proportion of language students who are attaining really madel levels of proficiency.
 - b. The high ratio of Auditobial's studying the occasion European languages and the discospondingly small analogy, of students studying somis of the important Afro-Asian languages.

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For example, in the first two years of the Voluntary (off-duty)
Language Program here at Headquarters, of the 1.193 statemts who completed a trimester of study, 1.055 were in beginning or elementary courses. Only 111 completed intermediate courses, and just 24 finished advanced courses. Over helf the students took French or German and another quarter of the total student group to study all other languages.

- 3. To enable us to reappraise the Language Development Program in terms of current needs, I have instructed the Language and Area School to step up its proficiency testing program so the Agency's inventory of language skills can be variabed. This inventory, which is maintained on machine records by the Office of Personnel, is complete and up-to-date in its coverage of staff employees; but only 15% of the statements of proficiency are supported by tests.
- 5. I am very hopeful that out of this proposed survey will contain a more realistic form of guidance than we have ever had before in planning the Language Development Program. For when the results of the survey can be matched against an occurate inventory of CIA's language skills, we can judge pretty clearly the pace and direction that our over-all language program should take. A complication of this information by compenents will also aid materially in the day dopment of long-range training plans by each such component.
- 6. I would be most grateful for whatever assistance and support you can lend personally in the proposed survey of DD/? language requirements.

MATTHEW BABLE

Attachment

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SUBJECT: Language Development Program

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